

Brazos County Emergency Services District #4
Minutes from Meeting held on: January 30, 2019
Brazos County Precinct 4 Fire Station: 3098 Fazzino Lane – Bryan, Texas 77807

1. Call to order: Meeting was called to order at 5:25 pm by Scott Hill
Board Member Present: Jill Jones, John Foster, Steve Godby, and Scott Hill arrived at 5:15
Board Members Absent: One Vacant Position
2. Approve Board Positions: Motion to approve Jill Jones as Secretary
Motion by: Scott Hill. Seconded by: Steve Godby. Motion passes unanimously
3. Citizen Comment: None
4. ESD gifts, donation and public recognition: 100.00 donation received from the Pikes
5. Approval of ESD #4 minutes from December 10, 2018
Motion to approve the minutes from December 10, 2018 with the addition of time of adjournment at 6:45pm
Motion by: John Foster Seconded by: Steve Godby Motion passed unanimously
6. Treasurer report:
 - a. Financial reports provided by Steve Godby reviewed by the board
 - b. Current audit in progress
 - c. Budget is balanced
7. Report and possible action from Brazos County Precinct 4 VFD:
 - a. Precinct 4 financial report provided
 - b. 49 calls for January; 8 recorded; 41 missing calls
 - i. Determining best way to handle reports in a timely manner
 - ii. Need uniform access to FireHouse software to complete reports
 - c. Will be ordering 4 radios; \$24,000 has previously been approved by the board in the budget.
 - i. 3 radios will cost \$19,445.01
 - ii. Additional expense will be paid out of Joe’s budget
 - d. Working on bids for remodel of station #3
 - i. Bids will be brought to board for review prior to next meeting
8. Strategic planning discussion with ESD and VFD 4
9. Administrative staff assistant
 - a. Steve Godby, Joe Dannenbaum, and Scott Hill interviewed Lovie Jenkins
 - b. Motion to accept contract worker agreement with Lovie Jenkins through Link Staffing
10. Discussion and possible action on contingency resolutions and operations manual:
 - a. Explanation of differences in reserve funds/contingency funds

11. ESD strategic plan review

- a. Reviewed goal report – Engine Replacement Plan
 - i. Need to know what we have, what we owe, and where the money will come from when time comes for replacements
 - ii. Scott Hill and Joe Dannenbaum will work on gathering information to present and engine replacement plan

12. Rellis campus discussion:

- a. Discussion of annexation of RELLIS campus and surrounding area
- b. City is still working on boundaries of proposed area

13. ESD board vacancies

- a. Ken Ringo and Matt Andrews from the community are interested in the vacant position of J. Ondrasek.
- b. Board discussed
- c. Motion to move forward with offering vacant board position to Matt Andrews
Motion by: John Foster. Seconded by: Jill Jones. Motion passed unanimously

14. Training and Conferences

- a. 2019 Annual Safe D Conference: Scott Hill, Jill Jones, and Steve Godby will be attending

15. Future agenda items:

- a. Oil & Gas Lease

16. Set date and time of next meeting

- a. Next meeting date determined to be February 25th at 5 pm

17. Adjournment at 7:00pm

Respectfully Submitted

Jill Jones